

DEPARTMENT OF BENEFIT PAYMENTS

744 P Street, Sacramento, CA 95814
(916) 445-7046



December 27, 1976

ALL-COUNTY LETTER NO. 76-141

TO: ALL COUNTY WELFARE DIRECTORS
FISCAL SUPERVISORS
ADMINISTRATIVE SERVICE OFFICERS
COUNTY AUDITORS

SUBJECT: SSI/SSP TIME STUDY INSTRUCTIONS

REFERENCE:

This is to provide Time Study instructions, effective January 1, 1977, for county Supplemental Security Income/State Supplementary Program (SSI/SSP) activities relative to (1) responding to Social Security Administration (SSA) district office inquiries; (2) the MIL Review Project; and (3) Out-of-Home Care certification.

Effective January 1, 1977, the time spent on only the following two activities is to be recorded on Line H1 of the DFA 43:

1. Responding to written requests from SSA district offices for specific case data for mandatory minimum supplement recipients; and
2. responding to written requests from SSA district offices for case data from county folders of converted SSI recipients.

The time spent on providing folders for the MIL Review Unit in Sacramento is to be recorded on Line H2 of the DFA 43.

The time spent on Out-of-Home Care certification is to be recorded on Line G of the DFA 46.

These Time Study limitations do not preclude the counties from establishing mutual arrangements with local SSA offices for responding to inquiries on

other subjects or supplying further data as requested. However, time spent performing these additional functions is to be recorded under Other County Only Programs (OCOP).

If you have any questions, please call Jim Collins at 916/445-7046.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Adams", with a long horizontal flourish extending to the right.

GARY G. ADAMS
Deputy Director

cc: CWDA